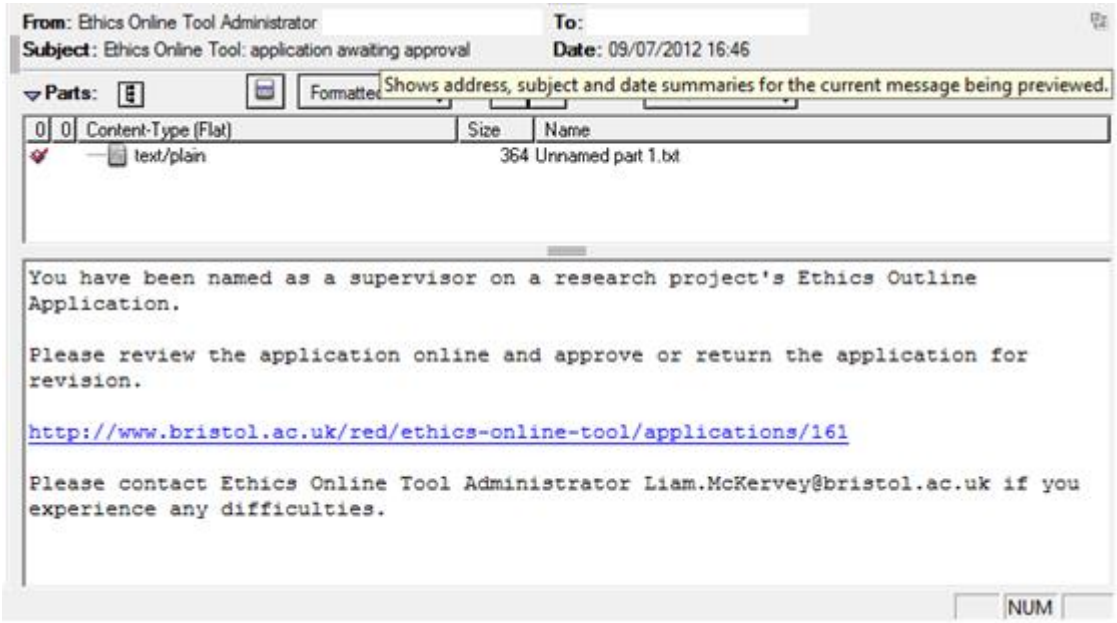
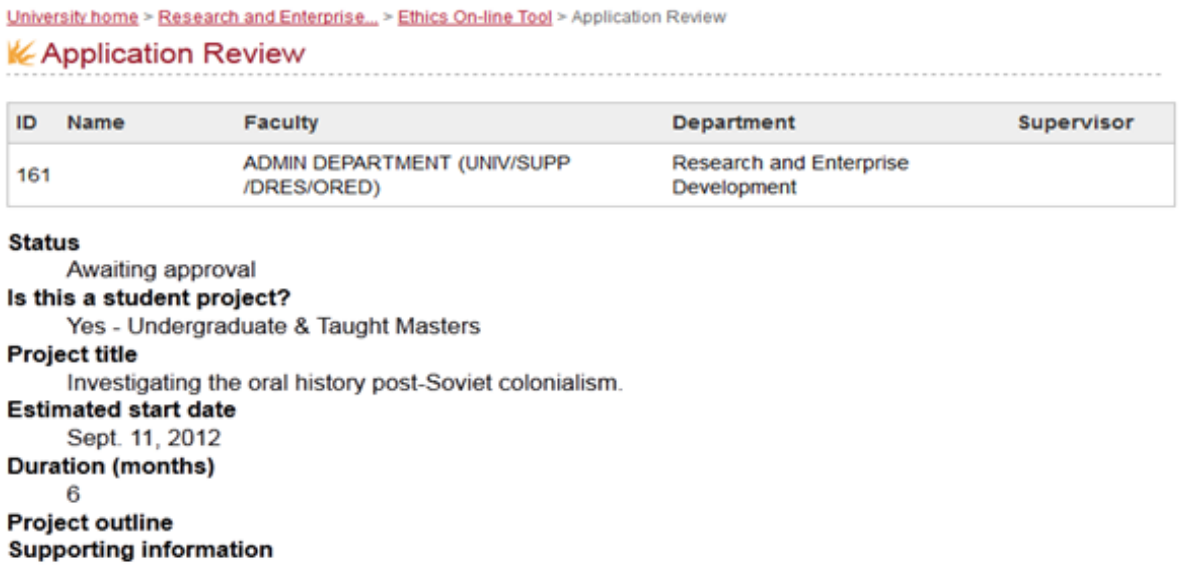
User Guide

Online Ethics Tool for Approver (Student Supervisor)

Students that you supervise will identify you as their supervisor when submitting a project for ethics review via the on-line ethics tool. You will receive an e-mail advising you of the following:



By following the link in this e-mail alert from the online ethics tool, you will be directed to the relevant ethics application that requires review:



The application review page will provide you with a brief synopsis of the student's ethics application and display the answers to the project outline questions submitted by the researcher:

L1. Does your research involve any of the following? ○ Medical Devices, ionising radiation, drugs, placebos or other substances to be administered to participants. ○ Human Blood or Tissue Samples (Tissue means any relevant material consisting of or including cells - for definition of 'relevant material', please see the Human Tissue Authority website at http://www.hta.gov.uk/ - this link opens in a new window). ○ Adults (over 16) who lack capacity to consent for themselves including participants, who will be retained in the study following loss of Capacity. ○ Recruiting or using client data from NHS patients, nursing home/independent hospital/clinic or medical agency patients, users of social care services or prisoners. For more details on definitions please see 'Does my project require review': http://www.nres.nhs.uk/applications/approval-requirements/ethical-review-requirements/requirements-for-ethical-review-under-legislation/ (this link opens in a new window).	No
L2. Does your research involve any of the following? ○ Animals (either use or observation) ○ Has or will your research be submitted to another ethics committee? (If so please provide details of the committee and dates (submission/approval/provisional approval etc.)	No
L3. Does your research involve any of the following? ○ Working or travelling overseas ○ Trials outside the UK ○ Pregnant research subjects ○ Conception/Contraception ○ Children under 5 ○ More than 1500 research subjects ○ Genetic Engineering ○ Hepatitis/CJD/HIV & AIDS related research	No
1. Does the research involve human participants? If you answered No, please go to question 2.	Yes
1a. Does the research involve participants who are particularly vulnerable or unable to give informed consent? Examples of vulnerable participants or those unable to give informed consent are children, people with learning difficulties, patients, people experiencing emotional distress or mental illness, people living in care or nursing homes, and people recruited through self-help groups, participants in a dependent or unequal relationship with the researcher(s) or research supervisor.	No
1b. Will it be necessary for participants to take part without their knowledge and consent at the time? Examples include the covert observation of people	Yes
1c. Will the research involve actively deceiving participants? Examples include deliberately falsely informing participants, withholding information from participants or misleading participants in such a way that they are likely to object or show unease when debriefed about the study.	Yes
1d. Will the research involve discussion or collection of information on sensitive topics? Sensitive topics under the Data Protection Act 1998 include: ○ The racial or ethnic origin of the data subject; ○ Their religious beliefs or other beliefs of a similar nature; ○ Whether they are a member of a trade union (within the meaning of the Trade Union and Labour Relations (Consolidation) Act 1992); ○ Their physical or mental health or condition; ○ Their sexual life; ○ Their commission or alleged commission by them of any offence; ○ Any proceedings for any offence committed or alleged to have been committed by them, the disposal of such proceedings or the sentence of any court in such proceedings. If the research is in relation to any of the sensitive topics listed under the DPA 1998 then the legal issue requiring such scrutiny in such cases that 'explicit consent' must be obtained.	No
1e. Does the research involve invasive procedures and/or physical stimuli?	No
1f. Does the research involve scans or x-rays of research participants?	No
1g. Does the research involve photographs, videoing, recording or similar of research participants?	No
1h. Will financial inducement (other than reasonable expenses and compensation for time) be offered?	No
1i. Will the study involve the use or storage of information about living people whose personal identity could be discovered from that information?	No

1j. Is pain or more than very mild discomfort likely to result from the research?	No
2. Does your research involve the analysis of secondary datasets or unpublished data?	No
3. Will the research involve politically and culturally sensitive funding sources? Examples include the defence sector, projects with potential environmental effects and other internationally regulated or protected industries. For more information, please follow the link to the 'Research Governance and Integrity Policy': http://www.bris.ac.uk/red/support/governance/RGI.pdf (this link opens in a new window).	No
4. Will the research involve politically, culturally or socially sensitive topics and or human behaviour?	No

Your role as an approver requires that you confirm that you have discussed the project with your student, that the agreed aims and methodology are reflected in the ethics application. When you approve the application to go forward to ethics review, you confirm that your student has the necessary expertise, ability, resources and support supervision to complete their project.

You will be given the opportunity to comment on the application on the tool and either return the application to the researcher for revision, or confirm that you have discussed the ethical issues with the student and that these have been addressed in the submitted ethics application and send the application for 'sign off' by an ethics committee: